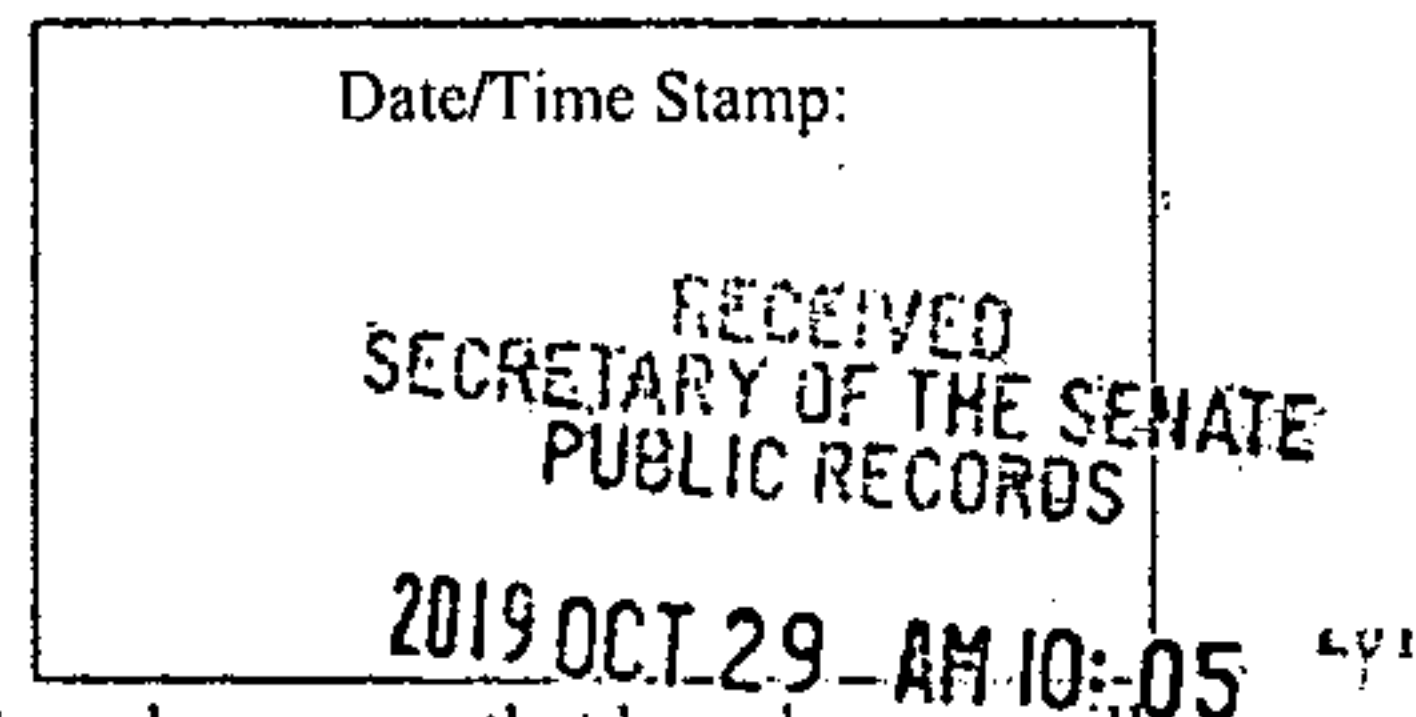


Employee Post-Travel Disclosure of Travel Expenses

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**



In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The original *Employee Pre-Travel Authorization* (Form RE-1), AND
☒ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): American Public Transportation Association (APTA)

Travel date(s): 10/14/19-10/15/19

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	\$228 (DC-NY roundtrip train)	\$461.35 (room rate + taxes and fees)	\$121.94	

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Creative Funding Opportunities at the State and Local Level, Products and Services Showcase,

spoke at Congress and the Year Ahead in Transportation, USDOT update and the Planning, Policy and Program Development Committee

10/29/19
(Date)

Jennifer DeGi
(Printed name of traveler)

Jennifer DeGi
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

10/29/19
(Date)

Mike Cyp
(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

ETHIC SEP11'19PM 2:55

Jennifer Deci

Name of Traveler: _____

Employing Office/Committee: Committee on Banking, Housing and Urban AffairsPrivate Sponsor(s) (list all): American Public Transportation Association (APTA)Travel date(s): 10/14/19-10/15/19*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*Destination(s): New York, NY

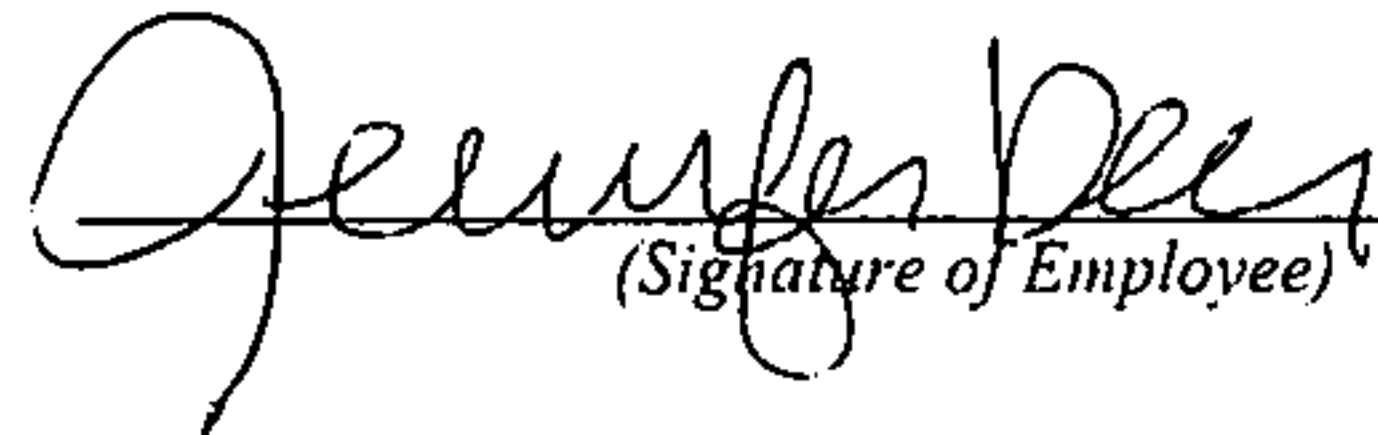
Explain how this trip is specifically connected to the traveler's official or representational duties:

I am the lead majority staff for public transportation issues on the Banking Committee, which has jurisdiction over such issues. I will be attending APTA's 2019 TRANSform Conference and will be participating in a panel discussion with other Congressional staff regarding implementation of the current transportation authorization, as well as future public transportation initiatives.

Name of accompanying family member (if any): N/ARelationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

9/11/19
 (Date)


 (Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Mike Crapo


Jennifer Deci

I, Mike Crapo hereby authorize Jennifer Deci
 (Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

9/11/19
 (Date)


 (Signature of Supervising Senator/Officer)



AMERICAN
PUBLIC
TRANSPORTATION
ASSOCIATION

August 13, 2019

Ms. Jennifer Deci
Professional Staff Member
Senate Committee on Banking, Housing, and Urban Affairs
534 Dirksen Senate Office Building
Washington, DC 20510

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William T. Thomsen

Jeffrey Wharton

PRESIDENT AND CEO

Paul P. Skoutelas

Dear Ms. Deci:

The American Public Transportation Association (APTA) is a nonprofit, international association of 1,500 public and private sector organizations that represent a \$71 billion industry, which directly employs 430,000 people and supports millions of private sector jobs. It is my pleasure to invite you to the 2019 TRANSform Conference, APTA's reimagined Annual Meeting, to be held October 13-16, 2019, at the Marriott Marquis, New York, NY. We expect public-sector and private industry transit professionals will join us in New York. TRANSform is where learning, sharing, experiencing, and networking will take center stage, providing the latest in policy, technology, and new mobility ideas.

In particular, we invite you to participate in the congressional staff session: "Congress and the Year Ahead in Transportation". This session is scheduled for Monday, October 14, at 2 p.m. This session will provide a good opportunity for you to brief APTA members on your committee's efforts and priorities for the 116th Congress. In addition, we invite you to attend educational sessions on Transformational Technology, Innovate Funding for Transit at the State and Local Levels, U.S. Department of Transportation Update and Improving Transit Resilience to Natural Disasters.

APTA will provide you with hotel accommodations and meals, as well as roundtrip train fare between Washington, DC, and New York, NY, in accordance with congressional ethics rules. I expect that you may want to arrive Monday (10/14) and return on Tuesday (10/15), but we are happy to work with you on other travel times as appropriate. We will be following up with additional information in the coming days to facilitate approval from the Committee on Ethics.

If you have any questions, please contact APTA's TaNeesha Johnson (202.496.4892; tjohnson@apta.com). Thank you in advance for considering this opportunity to discuss legislative issues of importance to APTA's members. We know our members would benefit from your insights and the information you can share.

Sincerely,

Paul P. Skoutelas

Paul P. Skoutelas
President and CEO

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): American Public Transportation Association (APTA)
2. Description of the trip: APTA's 2019 TRANSform Conference: a reimagined annual meeting
3. Dates of travel: 10/14/19-10/15/19
4. Place of travel: Washington, DC-New York City-Washington, DC
5. Name and title of Senate invitees: See addendum for list of invitees.
6. I *certify* that the trip fits one of the following categories:
☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
– OR –
☒ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
– AND –
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
– AND –
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☒ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

- OR -

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

APTA is the sole sponsor and organized and conducted the event.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

To strengthen and advance public transportation. The trip provides education and information sharing opportunities between the staffer and a broad spectrum of the public transportation industry.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

APTA has sponsored similar trips annually for more than 20 years.

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15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

Each year, APTA presents conferences and webinars. Each event is developed to improve the knowledge, professional and technical skills, and networking opportunities for public transportation officials at all levels.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$106 - Train fare \$ 24 - Taxi fare	\$399/night-tax not included	\$114	

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

a) without regard to congressional participation.

18. Reason for selecting the location of the event or trip

The location was pre-selected by APTA's members through a committee process. (See addendum for the completion of item 18.)

19. Name and location of hotel or other lodging facility:

Marriott Marquis, New York, NY

20. Reason(s) for selecting hotel or other lodging facility:

The hotel was selected for its proximity to the meeting's location, it's an adequate facility to host a conference, and its pricing is competitive.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging expenses are \$399, above the federal per diem of \$288. Meal expenses are \$114 for one day

and one travel day, this total is the combination of the daily per diem of \$57 for the first and last travel

day.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

The type of travel provided will be rail passenger train, coach class.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

n/a

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: Paul P. Skoutelas

Name and Title: Paul P. Skoutelas, President and CEO

Name of Organization: American Public Transportation Association (APTA)

Address: 1300 I Street, NW Suite 1200 East, Washington, DC 20005

Telephone Number: (202) 496-4889

Fax Number: _____

E-mail Address: pskoutelas@apta.com

Congressional Staff Itinerary: APTA 2019 TRANSform Conference New York City, NY; New York Marriott Marquis

Monday, October 14, 2019				
10:44 AM				Arrival at Penn Station (New York City)
10:00 AM	11:30 AM	1.5 hours		<p>Creative Funding Opportunities at the State and Local Level Funding and finance ideas and new approaches for your community</p> <p>Demand for quality public transportation services continues to grow—as does the need to find creative ways to pay for them. Proven innovations include congestion pricing and transit ballot measures, and these two approaches for raising capital have made big news in New York and across the country. Our panel of experts will provide fresh insights into the dynamics of different revenue initiatives and an insider look at funding and finance options you can bring home to your community.</p>
11:30 AM	12:00 PM	30 minutes		Lunch
12:00 PM	1:30 PM	1.5 hours		<p>PRODUCTS & SERVICES SHOWCASE Discover what's new, what's next and what's happening now across the world of public transit</p> <p>Many business members' products and services are showcased at the 2019 TRANSform Products & Services Showcase. Registrants can view these, learn about services and explore everything on display. Experts are on hand to answer your questions as you discover what's new and innovative in the world of public transit equipment and services.</p>
2:00 PM	3:30 PM	1.5 hours		<p>Congress and the Year Ahead in Transportation With Congress moving forward on the FAST Act reauthorization and annual transportation funding legislation, this session features a discussion of the critical steps necessary for Congress to enact major infrastructure proposals and funding bills. It will feature the key Congressional staff representing House and Senate committees responsible for public transportation funding, formulas, and policies.</p>
4:00 PM	5:00 PM	1 hour		GENERAL SESSION: USDOT Update
5:15 PM	6:30 PM	1.25 hours		<p>Planning, Policy and Program Development Committee <i>(This session provides educational opportunities for congressional staffers to hear from APTA members and better understand the issues and concerns.)</i></p>
Tuesday, October 15, 2019				
9:35 AM				Departure from Penn Station (New York City)

Request for ½ day extension:

With permission of the Senate Ethics Committee, Homer Carlisle and I propose to delay our return train from New York until 2pm in order to facilitate the proposed tour. We have independently contacted MTA to explore this plan, and APTA staff will not plan or participate in the tour. We plan no interaction with the APTA conference after our one-day of conference activities on October 14th, if approved by the Ethics Committee.

We would be happy to discuss any questions regarding the extension request.

Sincerely,

Sincerely,

Jen Deci

Ext. 4-5790 or jen_deci@banking.senate.gov

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